

# **DRAFT**

## **Minutes of Plan Commission Meeting July 6, 2010**

Held at the Town Hall on County Highway G

Town of Holland, Sheboygan County, Wisconsin

The numbering of the Minutes corresponds to that of the Agenda:

1. The meeting was called to order at 7:32 p.m. by Chairman Donald Becker.
2. The assembly recited the Pledge of Allegiance.
3. Chairman Donald Becker certified that the requirements of the Wisconsin Open Meetings law had been met.
4. Record Retention Certification: Clerk Syd Rader certified that hard-copies and electronic files of the Plan Commission are filed at Town Hall through May 2010. Files more recent than that are in the Clerk's hands.
5. The Agenda was adopted as the official order of business on a motion by Jack Stokdyk. The motion was supported by David Mueller and passed by a unanimous voice vote.
6. Roll Call showed in attendance Chairman Donald Becker, Jan Rauwerdink, David Mueller, Jack Stokdyk, Eugene Schmitz, Roy Teunissen. Excused from attending was Dave Huenink. Absent were Tom Huenink, Joel Van Ess, and Trevor Mentink.
7. As amended the Minutes of the meeting on June 1, 2010 was approved on a motion by Roy Teunissen. The motion was supported by Jack Stokdyk, passing by a unanimous voice vote. As amended the Minutes of the meeting on June 16, 2010 was approved on a motion by Jan Rauwerdink. The motion was supported by David Mueller, passing by a unanimous voice vote.
8. Public input:

Ron Hinze appeared and introduced his plan to establish a residence on two acres carved from his land holdings south of Cedar Grove. Various options were developed. The main problem from the standpoint of the Plan Commission is the lack of road frontage. The proposed driveway, anchoring a flag lot, does not meet Sheboygan County standards, so a variance would be needed. Hinze is to be provided with new application forms implementing the new zoning and land division ordinances under which the Hinze application will be treated.

The tabled John Jepson application for a conditional use permit was discussed. The main problem from the standpoint of the Plan Commission is the too long driveway, over 1000 feet. Jepson needs to appear in person at the next Plan Commission to get the process restarted.

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9. Status of the zoning ordinance as version 12; schedule for public hearing and adoption. Jamie Rybarczyk sent an email to Keith Foye of DATCP today but did not hear back from Keith. Chairman Becker decided to go ahead with a public hearing on August 2, 2010.
10. Review of the land division ordinance – final revisions. The Plan Commission reviewed Jamie Rybarczyk's minor, recent revisions in red ink. No further revisions were made, meaning the ordinance as version 6 is ready for a public hearing. Chairman Becker moved that the draft land division ordinance is ready for public hearing in conjunction with the zoning ordinance. Supported by Roy Teunissen and passed by a unanimous roll call vote.
11. Review and modify the draft Developer's Agreement. The copy provided by Jamie Rybarczyk did not highlight recent revisions. Jamie was reached by phone and put on speakerphone. The Plan Commission accepted the draft as final.
12. Review and modification of the Plan Commission application form. A few revisions were made and then it was deemed ready to use. Going forward the form can be the object of continuous improvement, especially the flowchart. A motion was not required to adopt the application form.
13. Public Input: None
14. The attendance record for June 2010 was approved on a motion by David Mueller, supported by Roy Teunissen, passing by a unanimous voice vote.
15. The meeting adjourned at 10:02 p.m. on a motion by Roy Teunissen, supported by Jan Rauwerdink, passing by a unanimous voice vote.

Respectfully submitted,  
Syd Rader, Clerk of the Plan Commission, Town of Holland  
July 7, 2010